



September 16, 2015

IOWA BULLETIN NO. IA360-15-18

SUBJECT: PER – PRE-RETIREMENT SEMINARS FOR FERS

PURPOSE. To announce upcoming pre-retirement seminars.

EXPIRATION DATE. September 30, 2016

The Federal Executive Council of Central Iowa (FEC) is sponsoring two (2) Pre-Retirement Seminars presented by Michael Nakashima, Chartered Federal Employee Benefits Consultant, on Tuesday, October 20, 2015, and Wednesday, October 21, 2015. The seminars will be held at a NEW location at **4520 114th Street, Saturn Building, Urbandale, Iowa**. Each seminar will begin at 8:30 a.m. and conclude at approximately 4:00 p.m. Both seminars are specifically for those employees covered under the Federal Employees Retirement System (FERS).

According to General Manual Title 360, Part 416, the retirement financial education plan consists of formal training at three stages of an employee's career; early (new hire), mid-career and within 5 years of retirement (pre-retirement). The government will provide official time for employees to attend one session on government time during each of the three stages. Employees must obtain supervisors' approval to attend.

If approved, employees will be authorized 8 hours of official time to attend the seminar if October 20, or October 21, 2015, is a scheduled workday. No overtime or compensatory time is to be incurred. No government expenses are authorized in connection with attendance at this meeting. Government vehicles are not to be used for transportation.

Participants must register in advance and space is limited for each seminar. The cost of the seminar is \$30.00 per person and will be the responsibility of the employee. The fee includes lunch. Meal choices are listed on the registration form. The deadline for registration and cancellation is October 1, 2015.

Employees should complete the attached registration form immediately and send it to Jeani Plautz, 210 Walnut Street, Room 317, Des Moines, Iowa 50309-2180. Ms. Plautz can be reached at (515) 323-2587.

If you have questions, you may contact Jaia Fischer, Business Services Specialist, at 515-284-4525.

Richard P. Ellsmore
Acting State Conservationist

Attachment

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